



## **MASSEY COLLEGE NON-RESIDENT JUNIOR FELLOW AGREEMENT ACADEMIC YEAR 2025-2026**

Welcome to Massey College! We are delighted to have you join our community as a Non-Resident Junior Fellow.

Massey College is a place where people and ideas intersect. We strive to empower the next generation of thinkers and leverage the great intellectual wealth of interdisciplinary, intergenerational, inclusive and informed community in service of the public good. We hope that you will participate in our activities in that spirit.

Below, please find a review of the terms and conditions that apply to Non-Resident Junior Fellows:

### **1. FINANCIAL TERMS**

#### **1.1 Period Covered**

Fellowship at Massey College covers the period from September 1, 2025 to April 30, 2026 (hereinafter referred to as "the non-residency period"). Fees for the non-residency period include a weekly meal of your choice in the Dining Hall (Monday through Saturday), use of carrels and lockers (based on application submitted in September) and of all Massey common facilities, programs and events, as well as access to bursaries and scholarships. Non-Residents will continue to have access to the Massey facilities during the summer months (May through August). Non-resident Junior Fellows meal costs in the Dining Hall are subsidized by the College and offered to non-res JFs at a significantly discounted rate.

#### **1.2 Non-Resident Fees Payable**

A non-refundable payment of \$981.00 (CAD) is due no later than July 28, 2025.

If your income from the University and other sources does not easily coincide with any of the above, an individual payment plan may be arranged with the Bursar's Office. Supporting documentation must be provided (e.g. OSAP Notice of Assessment, scholarship or third party billing letter, other funding sources). Please contact the Bursar, Wing Lee, directly at [wlee@masseycollege.ca](mailto:wlee@masseycollege.ca) to make an appointment prior to payment due date.

Note: College fees do not include academic fees and other fees payable to the College, or incidental fees incurred for meals or bar charges. They also do not include fees for key deposit (\$100) and the LMF (Lionel Massey Fund) (\$45).

#### **1.3 Overdue Payment**

The College charges interest on overdue balances at a rate of 1.0% per month (12.68% per annum). To avoid interest charges, payment is required no later than the end of the calendar month following the date of the statement.

Statements of account are prepared monthly, and include incidental charges such as your, or your guest's, meals and bar purchases, photocopying and special event charges. The College reserves the right to suspend charging privileges to anyone who is habitually late in paying accounts as rendered.

Junior Fellows experiencing financial difficulties should notify Registrar, Alison Mackenzie immediately. All fees and charges must be paid by end of term in order for the Junior Fellow to be re-admitted.

#### 1.4 Payment Methods

Electronic payments are preferred and can be made through online payment or e-transfers.

Online payments can be made by adding Massey College as a payee with the major banks including CIBC, RBC, TD, Scotia Bank, BMO, Tangerine and Simplii Financial.

E-transfer payments may also be made through your Canadian bank, via email to Bursar, Wing Lee at [wlee@masseycollege.ca](mailto:wlee@masseycollege.ca). Massey College is registered to receive e-transfers via autodeposit without need of a password.

Cheques should be made payable to "Massey College" and sent to the attention of the Bursar, Wing Lee. A \$35 fee will be made for cheques returned for any reason by your bank.

If paying by Visa or Mastercard, please provide details to the Bursar, Wing Lee. A 2.4% processing fee will be applied to credit card payments toward Residence Fees Payable (outlined in Section 2.2 of Financial Terms).

#### 1.5 Cancellation Policy and Suspension of Service

The non-residence fee is non-refundable.

The College reserves the right to suspend any and all services and to restrict or terminate accommodations to deal with any unexpected or unforeseen circumstances, including, without limitation, any damages to the College's facilities, restrictions imposed in relation to a pandemic or any emergency that in the reasonable opinion of the College warrants any such suspensions, restrictions or terminations. In the event that any such suspension, restriction or termination occurs, the College will refund all or a pro rata portion of any amounts paid by a Junior Fellow (any grants or bursaries provided by the College are not subject to any refund), at such time and in such amounts as the College shall determine.

#### 1.6 Keys

At the beginning of the academic year, Junior Fellows will be charged a refundable deposit of \$100 when they pick up their gate key from the Porter's Lodge. The gate key must be returned to the Porter's Lodge before August 31st following the conclusion of your Junior Fellowship. Failure to do so, including returning the key after the specified date, will result in forfeiting the deposit.

## **2. COMPORIMENT**

## 2.1 Introduction and Scope

Massey College is committed to maintaining a safe, welcoming and inclusive environment for all its members. I understand that as a Junior Fellow at Massey College, it is my responsibility act in accordance with the College Code of Conduct, given below. The code is also available online at <https://www.masseycollege.ca/code-of-conduct-policies-mandates/> .

### Massey College Code of Conduct

#### *On Codes and Expectations*

*An academic community is a complicated social organization. It must abide by the laws of the land, and enjoy social cohesion in order to fulfill its functions in the creation, critique and transmission of knowledge. It has a special regard for its students and the conditions of their learning.*

*Massey is a unique academic community, made up of different categories of members. At its core are those pursuing knowledge in their degree programs, and those creating knowledge and passing it on to the next generation. Without those groups and those functions, Massey College would not exist. Other members and groups belong to Massey because of their interest in, and support of, those functions. They make important contributions to college life.*

*At the most general level, then, the members of Massey College must comport themselves so as to enable those functions, and not to interfere with the pursuit of knowledge in a collegial setting.*

*An effective statement about the conduct of members will set out expectations rather than hard rules, although civil legislation may prescribe and proscribe specific behaviour. It will also be collegial, not assuming the worst of its members. But if there are consequences for misconduct, then the expectations for the behaviour of members must be as clear as possible.*

*The special nature of Massey College includes its relationship to the University of Toronto. Were there no such relationship, there would be no Massey College. That relationship is direct in the case of junior fellows, who are registered for degree programs in the University of Toronto. It's also true for the majority of the senior fellows. All those members of Massey are subject to the policies of the University of Toronto.*

*There is no point, then, in creating new policies for Massey for these members. In fact, there is a risk in requiring a different standard of behaviour for them unless that different standard can be demonstrably linked to the nature of the Massey community.*

*Is there any need to create new policies for other members? Again, if new policies were significantly different, for a subset of members, from the policies of the University of Toronto, that would pose the risk of unwarranted discrimination.*

*But: how can U of T standards and expectations apply to members who are not also members of the U of T? By the Governing Board's agreement that members of Massey should observe the principles and commitments in U of T Statements, and by adopting relevant U of T policies as adapted to Massey structures.*

*Massey should set out expectations for all members of the Massey community, in statements adopted by the College and implemented by agreement with the U of T, or in an analogous fashion.*

*There are, of course, standards of behaviour which are set out in contractual relationships for employees, for resident students, for those who rent facilities and so on. These standards are not included in this policy but are dealt with separately.*

## COMMITMENTS, EXPECTATIONS, AND CONDUCT

As an independent academic community closely related to the University of Toronto, Massey College is committed to policies and practices which foster the collegial pursuit of knowledge across diversities of disciplines, professions and cultures.

Massey College has determined that the community will be governed by the principles and practices found in the appropriate statements and policies of the University of Toronto, including but not limited to the following:

[Statement on Freedom of Speech](#)

[Statement on Conflict of Interest and Conflict of Commitment](#)

[Statement of Commitment Regarding Persons with Disabilities](#)

[Statement on Equity, Diversity, and Excellence](#)

[Statement on Prohibited Discrimination and Discriminatory Harassment](#)

[Statement on Human Rights](#)

[Policy on Sexual Violence and Sexual Harassment](#)

Members of Massey College who are also members of the University of Toronto are governed by the University's policies. Conduct expected of other members of the College is no different.

### **Complaints, Misconduct and Appeals**

Any member of the College who is concerned about an issue of application of policy or conduct may address the Principal and seek an informal resolution.

### **Procedures in the Case of Alleged Misconduct**

Misconduct has many forms. Some allegations are disputable, human nature being human, and academic communities being places where free expression is valued. Some cases are minor but require address; others may be serious infractions in need of discipline. The Principal shall first seek informal resolution wherever possible, and the following procedures shall be invoked where such resolution fails or is not possible.

Where sanctions are necessary, the opportunity of restoration should be offered wherever possible.

### **Investigation, Sanctions, Appeals**

In an alleged case of misconduct by a member of the College, the Principal will consult with the Committee on Good Standing and, if an investigation is warranted, initiate an investigation

conducted in accordance with the principles of fairness. The investigation will be carried out by a member of the College, or where appropriate, a panel of three members of the College, none of whom has any conflict of interest or commitment in the case. Where the investigation concludes that misconduct has occurred, the Committee on Good Standing will recommend to the Principal an appropriate sanction. Sanctions may include reprimand, reparation, or other measures up to and including loss of membership in the College.

The party sanctioned may appeal to the Principal, who shall strike an appeals panel composed of one member chosen by the Principal, one member chosen by the appellant, and a third chosen by those two. The panel will either uphold the sanction, modify it, or dismiss it. Its decision will be final.

Whether at the investigation stage or before the appeals panel, it shall be up to the investigator and/or panel whether submissions, if any, are in writing or made orally.

### **Committee on Good Standing**

The Committee on Good Standing deals with matters of discipline, and is appointed by the Governing Board on the recommendation of the Governance and Nominating Committee. Membership is confirmed annually. The Committee's members include a Senior Fellow who has significant administrative experience in the University of Toronto, a Junior Fellow (normally the Don of Hall or designate), another Senior Fellow or member of the College who is legally qualified, and the Principal who shall chair the Committee. Its role is to advise the Principal in matters concerning the conduct of members of the College, in the light of established policies.

### **Emergency Procedures**

If a member of the College acts so as to imperil the safety and security of others, the Principal may enact immediate sanctions appropriate to the situation, provided that the Committee on Good Standing is convened with all reasonable haste to begin the procedures as set out above.

### **Scope**

These procedures apply only to members of Massey College. In the case of misconduct by a member sanctioned in another jurisdiction to which the member belongs, the College may impose its own sanctions on the recommendation of the Committee on Good Standing to the Principal. Should an allegation be raised about the Principal, the Principal will recuse himself or herself in favour of the Chair of the Governing Board who will implement this policy, adapted accordingly.

The Code of Conduct applies to all Members of the Massey Community.

The application of this Code is not limited to the physical boundaries of Massey College property, and can include actions which, while they occur off of Massey College property or off of the University of Toronto Campuses, affect the lives of members of the community.

In addition to the code of conduct, Smoking or holding lighted tobacco or cannabis, and use of an electronic cigarette or other vaping device, in alignment with UofT's Smoke-Free Policy:

<https://governingcouncil.utoronto.ca/secretariat/policies/smoke-free-policy-effective-january-1-2019>

### **3. SIGNATURE**

Signing and returning this document to the Registrar indicates acceptance of the financial terms and conditions outlined above.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_